

# **AMENDMENT TO CHARTER NASA HEADQUARTERS EMPLOYEE RESOURCE GROUP “WOMEN OF NASA (WON)”**

## **SECTION 1. AMENDMENT**

The NASA Headquarters Women’s Advisory Committee established its original Charter on February 26, 2016. The Steering Committee subsequently adopted a name change on March 2, 2016. Accordingly, the original name, Women’s Advisory Committee (WAC), is hereby changed to Women of NASA (WON), effective immediately. This organization is an employee resource group and adopts the following tagline: *“An Alliance to Advance Inclusion.”*

In consideration of the mutual representations and agreements contained herein, the Charter is hereby amended and restated in its entirety to read as follows.

## **SECTION 2. AMENDED CHARTER FOR THE WOMEN OF NASA**

### **ARTICLE 1: DESIGNATION**

This Charter relates to the “Women of NASA” employee resource group located at NASA Headquarters.

### **ARTICLE 2: AUTHORITY**

This Charter establishes the Women of NASA (WON) employee resource group in accordance with NASA Directives and Charters Procedural Requirements NPR 1400.1 (January 14, 2014 through January 24, 2019). WON is aligned with Objective 3.1 of the 2014 NASA Strategic Plan; with Principle 2 of the NASA Diversity and Inclusion Strategic Implementation Plan: Employee Engagement and Effective Communication; and with Item 6, Strategy 2.4, of the NASA Headquarters Model EEO Plan (Fiscal Year 2015-2017, EEOC MD-715).

### **ARTICLE 3: MISSION, OBJECTIVES, AND SCOPE OF ACTIVITIES**

The mission of WON is to bring together women of diverse occupations and to provide opportunities for them to help themselves and others grow personally and professionally through leadership, education, networking support, and national recognition. WON seeks to encourage diversity for inclusion and equity in the workplace, and for the advancement and professional growth of women in federal service at NASA.

WON will serve as a resource to women at NASA Headquarters and advise NASA Headquarters management on the following topics related to women:

1. Employment practices in an effort to attract, advance, and retain a highly skilled, competent and diverse workforce;
2. Fair practices in the recruitment, hiring, advancement, and retention in the NASA Headquarters workplace;
3. Cultivating a diverse, inclusive, accessible, and culturally competent workforce that recognizes and appreciates the various cultures and communities in the workforce;
4. Challenges, issues, and concerns affecting employment and work life;
5. Education and awareness forums on various diversity, inclusion, and Equal Employment and Opportunity (EEO) topics;
6. Career and leadership development;
7. Identification and removal of barriers to success;
8. New initiatives at NASA Headquarters.

#### ARTICLE 4: MEMBERSHIP

Membership in WON is open to all NASA Headquarters civil servants with an interest in supporting matters of importance to the constituents served by this Committee. Contractors are welcome to attend NASA sponsored WON events but cannot charge their time to NASA nor become members of WON. Contractors cannot serve in a leadership or management role in any way as it relates to WON membership, subcommittees, and activities.

#### ARTICLE 5: CHAMPION AND STEERING COMMITTEE

WON will have a Champion and Steering Committee. The Steering Committee shall consist of seven (7) elected Officers. The responsibilities and duties of the Officers are defined in WON's bylaws. The Steering Committee shall have elected Officers to include:

- Chairperson,
- Vice-Chairperson,
- Secretary,
- Program and Planning,
- Communications and Outreach,
- Membership and Nominations,
- Special Focus—STEM (Science, Technology, Engineering and Math).

WON will have a Champion who is a NASA senior executive. The Champion will provide guidance and advice to the Steering Committee as well as advance the cause of WON. The Champion will not be a voting member. The Steering Committee shall agree upon and appoint the Champion who will serve a one (1) year term with the option to renew annually up to two consecutive years.

ARTICLE 6: SUBCOMMITTEES

WON is authorized to establish subcommittees, as necessary and consistent with its mission. These subcommittees or working groups shall not work independently of the chartered WON; they will report their recommendations, analysis, and advice to the Steering Committee for full deliberation and discussion. Subcommittees or working groups have no authority to make decisions on behalf of the chartered WON without the express consent of the Steering Committee.

ARTICLE 7: REPORTING CHAIN

WON shall operate as an employee resource group (ERG) in accordance with WON's bylaws.

ARTICLE 8: DURATION

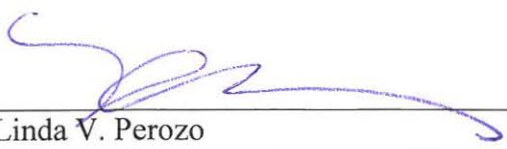
The Women of NASA employee resource group is a standing organization. This Charter can be amended at any time by the Steering Committee in accordance with its bylaws.

EFFECTIVE DATE: MARCH 2, 2016

AFFIRMED BY:

  
\_\_\_\_\_  
Kim R. Haney-Brown  
Chairperson, Steering Committee, Women of NASA  
\_\_\_\_\_  
Jessica Southwell  
Vice-Chairperson, Steering Committee, Women of NASA

ATTEST:

  
\_\_\_\_\_  
Linda V. Perozo  
Secretary, Steering Committee, Women of NASA